

## Wyoming Prevention Framework Community Grant Report

### Attachment B

This report is for this time period

February 2007 - June 30, 2007

Please email this report as an **attachment** to...  
Mental Health & Substance Abuse Services Division,  
Wyo Dept. of Health  
[llaake@state.wy.us](mailto:llaake@state.wy.us)

Today's Date  
County  
Contract Organization Name

15-Nov-07  
Albany  
Coalition to Prevent Substance Abuse

For information call 1-800-535-4006  
or 307-777-6494

Your Name  
Your Mailing Address  
City, State, Zip  
Your Work Phone Number  
Fax  
Your Work Email Address

Tracy Young  
1263 N. 15th  
Laramie, WY 82072  
307-760-7073  
307-745-8761  
[tyoung@peakwellnesscenter.org](mailto:tyoung@peakwellnesscenter.org)

Please keep both a hard-copy and file copy for your records

Item	Contract Deliverables	Date due	Percent Completed (or notes on amount completed)	Date Completed	Comments or Notes
<b>A Staff, Board of Directors, Volunteers, Work Assignments, and Technical Assistance</b>					
1	SPF Staff Hired (report name, percent of time, email address, phone number)	1-Jun-07	100%	6/1/2007	Brenda Cannon was hired on June 1, 2007.
2	Supervise SPF staff/staff evaluation (note dates and any notes)	1-Jun-07	100%	6/1/2007	Will begin supervising staff June 1, 2007
3	Name, title, and phone number of the staff's supervisor				Tracy Young will supervise the assistant, the Coalition oversees all of work done by Tracy Young.
4	Criminal history record compliance (briefly note yes or no if any action was taken this quarter--do not report names)	N/A			We are not working with kids in this grant cycle therefore this is not part our duties this cycle.
5	Staff training and paid travel (list all training paid under the contract, dates, traveler name, amount)	June and September 2007	100%	June and Sept. 2007	Tracy Young attended the quarterly meeting in June in Lander and the quarterly meeting in September in Cheyenne.
6	Notify the Division of any board of directors/staffing changes			March 30th	Sarah Perrine resigned as executive director of Albany County Resource Center, the fiscal agent for this project.
7	Other Contract Work Agreements (report details)				
8	Complete agreement with SPF-TAC				
9	Other				
<b>B Needs Assessment Activities</b>					
1	Needs Assessment Training/Winter 07 Meeting	Feb or March 2007	100%	March 5th	
2	Needs Assessment Instrument Received	Feb or March 2007	100%	March 5th	
3	Data Collection	May	80%		
4	Data Analysis	May	80%		
5	Priorities Identified	June 15th	50%		
6	Needs Assessment Sent to SAD	1-Jun-07	in process		
7	Receive SAD Comments @ Needs Assessment	15-Jun-07			
8	Revise Needs Assess/Submit Final				
9	Other				
<b>C Community Infrastructure Activities</b>					
1	Community Advisory Council Activities briefly list CAC activities				The Coalition to Prevent Substance Abuse meets every month on the second Wednesday of every month from 11am - 1pm at the Laramie Police Department.
2	Community Advisory Council Meetings List dates & number of people who attended See below for membership report				November 8, 2006-16, December 13, 2006-11, January 10, 2007-11, February 21, 2007-14, March 14, 2007-10, April 4, 2007-10
3	Budget and Funding Approved by CAC (attach minutes)	29-Nov-06	100%	29-Nov-06	minutes attached
4	Community Resource Assessment note date and attach report	in process			meeting May 16, 2007
5	Present Findings/Process to Community (Optional) local SAPST and/or CADCA Training for SAC/Community	upcoming			The coalition will have a meeting in June or July to present needs assessment findings.
6				Feb-07	Coordinator and a coalition member attended CADCA in February. The coordinator is SAPST trained.
7	Briefly describe how the community was involved in the SPF process during this reporting period				Each coalition member was given a task to complete from the workbook.
8	Other CAC/Infrastructure				
<b>D Strategic Planning Activity</b>					
	Attend Strategic Planning Training	Jul-07			June 26-28

	Receive Strategic Planning Materials from SAD	Jun-07			
	Research Evidence Based Strategies				Jul-07
	Match Strategies to Data/Needs				Jul-07
	Write Strategic Plan				Jul-07
	Submit Strategic Plan to SAD				Jul-07
	Receive SAD Comments/Revise/Final Plan	31-Aug-07			
	Other				

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E	<b>Implementation (only with SAD approval)</b>				

**F Deliverables and Assurances**

**Reports**

	For February 1 - April 30				
1	May 15: Submit this report to SAD	15-May-07	99%	May 16 2007	
2	May 15: Submit Expenditure Report to SAD	15-May-07			As of May 15th I do not have an expenditure report from the State.
	For February 1 - June 30				
3	July 31: Submit CLI to SAMHSA	31-Jul-07			
	For May 1 - June 30				
4	July 31: Submit Expenditure Report to SAD	31-Jul-07			
	For May 1 - September 30				
5	October 15: Submit this report o SAD	15-Oct-07			
	For July 1 - September 30				
6	October 15: Submit Expenditure Report to SAD	15-Oct-07			
7	Complete evaluation agreement with WySAC	30-Mar-07	100%	29-Mar-07	
8	Provide any other evaluation information				part of needs assessment process
9	Submit any requested data				part of needs assessment process
10	Obtain Chapter 16 Prevention Certification		100%	Feb-07	
11	On-Site evaluations or reviews	7-May-07	100%	7-May-07	
	Post 2 newspaper ads/articles about the SPF grant (attach copy)				
12		30-Mar-07	100%	4-Apr-07	Waited until April to release during Alcohol Awareness Month

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G	<b>Other Information</b>				
1	Briefly describe any actions taken by the LEAD AGENCY (fiscal agency) board of directors or high level staff around the SPF SIG grant	1-Jun-07	90%	3-May-07	The coordinator and the executive board of the Coalition interviewed a person for the assistant position, a recommendation was made by the board to the fiscal agent.
2	Restricted activities (report any approval requested and received for these)				
	fairs/brochures/educational materials				
	media				
3	Please note any <b>significant</b> changes from the budget submitted in the application.				The coordinator will spend 20% of her time on this project and the executive board of the Coalition approved putting 20% of salary for the coordinator in the grant. There will not be a graduate assistant working on this project. It was to late to get a graduate assistant by the time the grant was awarded.
4	What was the one greatest accomplishment this reporting period? How was this accomplishment shared with the community?				Working together on the workbook together was a big accomplishment. Most members of the Coalition did an assignment.
5	What was the one greatest barrier this reporting period? What was done to address this barrier?				Getting the fiscal agent to make decisions in a timely manner.
6	Please briefly list any significant changes or information related to this grant				
7	Please provide input and recommendations about technical assistance provided by SAD and SAD contractors				

**COMMUNITY ADVISORY COUNCIL**

Member's Name	Date first joined	Number of meetings attended (total to date)	Please note if this is a representative of the sectors listed on page 6 of the application instructions.	Agency or Constituency Represented
Charles Ksir	21-Feb-07	2	School Board Member	UW
Erica Rich	prior to Nov. 2007	6 Nov.-April	DARE officer	Laramie Police Department
Dave Cozzens	prior to Nov. 2007	1 Nov.-April	Dean of Students at UW	UW

	Tom Cresswell	prior to Nov. 2007	1 Nov.-April	Jr. High at risk teacher	Albany County School District #1
	Larry Deal	prior to Nov. 2007	1 Nov.-April	Jr. High health teacher	Albany County School District #1
	Lena Edmunds	prior to Nov. 2007	6 Nov.-April	AWARE Coordinator at UW (AWARE is the universities alcohol intervention program.)	UW
	Lynn Erickson	prior to Nov. 2007	5 Nov.-April	Community Member and president of ACRC	Albany County Resource Center
	Donna Mecham	prior to Nov.	1 Nov.-April	Public Health	Albany County Public Health
	Debbie Bastian	prior to Nov. 2007	1 Nov.-April	Youth Organization (Laramie Choice sponsor at Laramie High School.)	Albany County School District #1
	Steve Hamaker	prior to Nov. 2007	2 Nov.-April	Youth Organization	Big Brothers Big Sisters and The Hub
	Brenda Cannon	prior to Nov. 2007	6 Nov.-April	Prevention Professional	Albany County Tobacco Preventio
	Nycole Courtney	prior to Nov. 2007	1 Nov.-April	Higher Education	Laramie County Community College (Laramie Campus)
	Mary Jung	prior to Nov. 2007	0 Nov.-April (receives emails)	Media	UW-TV
	Lee Kempert	prior to Nov. 2007	6 Nov.-April	Drug Court	Albany County Drug Court
	Stacey Kern	prior to Nov. 2007	2 Nov.-April	Treatment provider	Counselor at Laramie Youth Crisis Center
	Maureen King	prior to Nov. 2007	0 Nov.-April (receives emails and passes info to Jr. High officials)	Health	Nurse at Laramie Jr. High/Albany County School District #1
	Jim Kyritsis	prior to Nov. 2007	5 Nov.-April	Law Enforcement	Laramie Police Department
	Kyle Morris	prior to Nov. 2007	6 Nov.-April	Higher Education	WyoTech
	Claire Murphy	prior to Nov. 2007	4 Nov.-April	School District	Albany County School District #1
	Lawrence Perea	prior to Nov. 2007	6 Nov.-April	Law Enforcement	Laramie Police Department
	Walter Scott	Feb-07	3	Head of Psychology Department at UW	UW
	Lois Pine	prior to Nov. 2007	4 Nov.-April	Board member	UW Nursing Department and Albany County Resource Center, Lois is the board liaison between CoPSA and ACRC
	Mike Kusiek	prior to Nov. 2007	3 Nov.-April	Treatment provider	SAGE Initiative of Laramie/Peak Wellness Center
	Matt Stroot	prior to Nov. 2007	2 Nov.-April	Laramie Fire Department	Laramie Fire Department
	Laura Tangeman	prior to Nov. 2007	6 Nov.-April	21 SIG Representative	Laramie Parks and Recreation
	Carol Sprabery	prior to Nov. 2007	1 Nov.-April	Treatment provider	Director at Peak Wellness Center
	Mickey Uren	prior to Nov. 2007	0 Nov.-April	School	Linford Elementary/Albany County School District #1
	Mike Vercauteren	prior to Nov. 2007	0 Nov.-April	Prevention Professional	State Tobacco
	Pat Walsh	prior to Nov. 2007	3 Nov.-April	Faith Based	Wyoming Diocese
	Sharon Weber	prior to Nov. 2007	0 Nov.-April	Treatment provider	Director at Laramie Youth Crisis Center
	Suzanne Perry	prior to Nov. 2007	2 Nov.-April	School District	Assistant Superintendent Albany County School District #1/Safe and Drug Free Schools Representative
	Tracy Young	prior to Nov. 2007	6 Nov.-April	Prevention Professional	Drug Free Communities, Block Grant, 21 SIG Representative, Wyoming First Lady's Initiative Team Leader
	Karla Pomeroy	New	hopes to attend May or June meeting	Media	Laramie Boomerang
	Paula Frisby	New	hopes to attend May or June meeting	Chamber of Commerce	Albany County Chamber of Commerce